



ROCHESTER POLICE DEPARTMENT VOLUNTEER / STUDENT INTERN APPLICATION, RPD 1323

POSITION APPLYING FOR:

☐ VOLUNTEER

☐ STUDENT INTERNSHIP

- ☐ Administrative
☐ Animal Control
☐ CVRT (Community Volunteer Response Team)
☐ PAC-TAC (Police and Citizens Together Against Crime)
☐ Other

NAME: _____
first mi last maiden

DOB: ____ / ____ / ____ SOC SEC # _____ Male ☐ Female ☐

CURRENT ADDRESS: _____
street city state zip code how long at this address

PERMANENT ADDRESS: _____
street city state zip code how long at this address

PREVIOUS ADDRESSES (Last five years):

PHONE# _____ PAGER or CELL PHONE # _____

E-MAIL ADDRESS: _____

IN CASE OF EMERGENCY PLEASE NOTIFY:

Name	Relationship	phone #
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Type of Transportation You Will Use: _____

Have you ever been convicted of a Crime? ☐ Yes ☐ No If yes, please explain: _____

Continue on back if necessary

EDUCATION BACKGROUND:

School Attended(ing): _____

Major: _____ (if applicable) Minor: _____ (if applicable) Date Diploma received or expected: ____ / ____ / ____

MILITARY SERVICE:

Branch: _____ Rank: _____ Time Served: _____ Discharged: _____

EMPLOYMENT HISTORY:

Employer: _____ Occupation: _____ How Long: _____

Business Address: _____ Phone #: _____

Previous Employment: (Please include firm name, address, supervisor, dates)

VOLUNTEER BACKGROUND:

Previous Volunteer Services (include organizations, neighborhood organizations and dates)

SKILLS:

Indicate clerical, computer (be specific), working with youth, communication-verbal, written, etc.

BRIEFLY state why you would like to volunteer/intern with the Rochester Police Department and what you hope to gain from the experience. _____

REFERENCES:

	Name	Address	Phone #	Relationship
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

SPECIAL LIMITATIONS AND CONDITIONS: _____

AVAILABILITY: (list time of day)	Thursday	_____
Monday _____	Friday	_____
Tuesday _____	Saturday	_____
Wednesday _____	Sunday	_____

I certify that the above information is correct to the best of my knowledge.

I understand that a criminal background check will be performed on all student interns and volunteers.

I understand that I may be terminated if the department becomes aware of criminal history while I am interning/volunteering.

I understand the commitment involved and acknowledge that my services are offered at my own risk.

I agree to adhere to the Volunteer/Student Intern policies and carry out my duties as a volunteer/student intern effectively.

I understand that my participation in this program does not make me an employee of the City of Rochester and I release the City of Rochester, its officers, agents and employees from any and all liability for any claims of injury or damage of any kind whatsoever, as a result of my participation as a volunteer/student intern.

I understand that I am not entitled to any benefits of employment including workmen's compensation.

I will maintain confidentiality of police information

I will not represent myself as an employee of the Rochester Police Department

Signed: _____

Date: _____

And (If under 16) I understand the above terms and give permission for my child to volunteer with the Rochester Police Department

Parent Signature: _____

Date: _____

The Rochester Police Department recommends that Animal Control Services volunteers be current on their Tetanus Vaccination.

Return to: Anne Powless, Volunteer Coordinator
Rochester Police Department
185 Exchange Blvd.
Rochester, NY 14614

For office use only

Record check By: _____ Date: _____

Date of Training or Orientation: _____

ASSIGNED TO:

Section/Unit: _____ Supervisor: _____

Starting Date: _____ Ending Date: _____

Days: _____ Time: _____